

MINUTES May 17th, 2013
LICENSED PROFESSIONAL COUNSELORS BOARD OF EXAMINERS
Approved July 19th, 2013

The meeting was called to order by G Perkins at 12:12 p.m. A roll call was taken and a quorum was present.

Members Present:

G Perkins P Millhollon
L Choate M Reynaud
K Lammert E Cowger
K Steele A Williams

Staff Present:

M Olsan

Guests Present:

D Patterson
T Caffery
M Sacasa

Members Absent:

D Dowling
A Allen
D Legendre

Agenda

M Reynaud motioned to amend the agenda to add “discussion of intern titles” under New Business. E Cowger seconded. All approved; no abstentions. L Choate motioned to approve the agenda. P Millhollon seconded. All approved; no abstentions.

G Perkins announced that D Dowling submitted a letter of resignation due to increased responsibilities at work. G Perkins thanked D Dowling for his dedication to the Board and especially for his work on the Budgeting and Personnel Committees.

Board Meeting Minutes

G Perkins called for a motion to defer approval of the March Meeting Minutes to the July Board meeting. E Cowger motioned to defer approval of March Meeting Minutes. K Lammert seconded. All approved; no abstentions.

Legislative Updates – G Perkins, M Olsan

M Olsan presented an update on the status of SB 86.

Committee on Disciplinary Affairs – L Choate, M Reynaud

L Choate presented the Disciplinary Committee report.

Official Complaints Received since March 15th, 2013: (*Board Initiated)

1. 12/13-92: Abandonment of Supervision*
2. 12/13-93: Misrepresentation of Creds/Practicing w/out Supervision
3. 12/13-94: Unprofessional Conduct
4. 12/13-95: Misrepresentation of Creds*
5. 12/13-96: No License
6. 12/13-97: Dual Relationship
7. 12/13-98: Unprofessional/Abusive Conduct
8. 12/13-99: Dual Relationship/Unprofessional Conduct
9. 12/13-100: Failure to Disclose/Unprofessional Conduct
10. 12/13-101: Practicing Prior to Registration*
11. 12/13-102: Practicing Prior to Registration*
12. 12/13-103: Practicing Prior to Registration*

13. 12/13-104: Practicing Prior to Registration*
14. 12/13-105: Practicing Prior to Registration*
15. 12/13-106: Practicing Prior to Registration*

Cases to Open:

1. 12/13-92: Abandonment of Supervision*
2. 12/13-93: Misrepresentation of Creds/Practicing w/out Supervision
3. 12/13-94: Unprofessional Conduct
4. 12/13-95: Misrepresentation of Creds*
5. 12/13-96: No License
6. 12/13-97: Dual Relationship
7. 12/13-98: Unprofessional/Abusive Conduct
8. 12/13-99: Dual Relationship/Unprofessional Conduct
9. 12/13-100: Failure to Disclose/Unprofessional Conduct
10. 12/13-101: Practicing Prior to Registration*
11. 12/13-102: Practicing Prior to Registration*
12. 12/13-103: Practicing Prior to Registration*
13. 12/13-104: Practicing Prior to Registration*
14. 12/13-105: Practicing Prior to Registration*
15. 12/13-106: Practicing Prior to Registration*

Cases to Close:

1. 11/12-41: Sexual Misconduct
2. 11/12-42: Abusive Behavior
3. 11/12-48: Abusive Behavior
4. 11/12-52: Abandonment of Supervision
5. 11/12-56: Inappropriate Supervision
6. 11/12-57: Fraudulent Billing
7. 12/13-05: No License/Misrepresentation of Creds
8. 12/13-07: Unprofessional Conduct
9. 12/13-15: Abandonment of Supervision
10. 12/13-19: Practicing w/out Board-Approved Supervision
11. 12/13-21: Misrepresentation of Creds
12. 12/13-25: Practicing w/out Board-Approved Supervision
13. 12/13-26: Inappropriate Supervision
14. 12/13-33: No License/Misrepresentation of Creds
15. 12/13-44: Abandonment of Supervision
16. 12/13-45: Practicing w/out Active Supervision
17. 12/13-47: Abandonment of Supervision
18. 12/13-61: Unprofessional Conduct
19. 12/13-62: Unprofessional Conduct
20. 12/13-63: Unprofessional Conduct
21. 12/13-65: Unprofessional/Abusive Conduct
22. 12/13-70: Abandonment of Supervision
23. 12/13-74: Failure to Disclose/Unprofessional Conduct

Complaints to be Dismissed: None.

There are a total of 73 active cases. L Choate reported that a hearing prior to the July Board meeting is very likely. L Choate motioned to accept the Disciplinary Committee report. All approved; no abstentions.

Committee Professional Assistance Program (PAP) – P Millhollon, E Cowger, K Lammert

P Millhollon that the PAP Committee has one possible new case. She said the committee has drafted a MOU and is waiting on additional information from the individual. P Millhollon also reported that PAP will be working on developing a protocol for handling self-report phone calls. P Millhollon motioned to accept the PAP report. All approved; no abstentions.

Committee on Licensure/Supervision/Appraisal – A Allen, A Williams, P Millhollon

P Millhollon reported thirteen applicants were reviewed for registration/licensure/supervision for MFT-I/LMFT/LMFT-S in April and May.

Registration of Supervision: 1 approved, 1 denied
Section 1: 0 approved, 1 denied
Licensure: 4 approved, 1 denied (2 approved to take NMFT exam)
Change of Supervisor: 3 approved, 0 denied
Change of Practice Setting: 1 approved, 0 denied
Supervision: 1 approved, 0 denied

A Williams reported 122 folders were reviewed for registration/licensure/supervision for CI/LPC/LPC-S in April and May.

Part One: 2 approved, 1 denied
Part Two: 0 approved, 0 denied
Part One and Two: 2 approved, 0 denied
Part Two and Three: 5 approved, 0 denied
Part Three: 0 approved, 1 denied
Change of Supervisor: 15 approved, 0 denied
Registration of Supervision: 36 approved, 2 denied
Licensure: 36 approved, 3 denied
Privileging: 2 approved, 0 denied
Supervision: 10 approved, 0 denied
Areas of Expertise: 6 approved, 1 denied

M Olsan asked Board to for feedback regarding approval of practice setting changes for interns. M Reynaud motion for M Olsan to develop a policy related to approval of practice setting changes for interns. K Lammert seconded. All approved; no abstentions.

A Williams presented the idea of providing copies of previous documentation of experience (DOE) forms to new supervisors of interns. The Board also discussed revisions to the DOE forms. K Steele motioned for M Olsan to revise DOE forms to include disclosure statement that DOE may be shared as well as other revisions discussed. E Cowger seconded. All approved; no abstentions. K Lammert motioned that the Board allow revised DOE forms be sent to new supervisors of interns. E Cowger seconded. All approved; no abstentions.

P Millhollon motioned to accept the Licensure Committee and Supervision report. All approved; no abstentions.

Committee on Rules – G Perkins, A Allen, E Cowger, A Williams, M Olsan

G Perkins reported that a NOI was published in the April 20th edition of the Louisiana Register. The Rules Committee expects the final rule to be promulgated in the July 20th edition of the Louisiana Register. The public comment period for the April 20th NOI ends May 24th. G Perkins motioned to accept the Rules Committee report. All approved; no abstentions.

Marriage and Family Therapy Advisory Committee Report –M Reynaud

M Reynaud reported that some rules affecting MFT Interns and LMFTs were included in the April 20th NOI. He also reported that the MFTAC tabled discussion of the AG opinion related to MFTs. M Reynaud also reported that MFTAC commissioned M Olsan to draft letters associated with MFT Interns over and approaching seven years as interns. He also reported that MFTAC will post the supervisor training video, handbook, and test on the Board website soon. M Reynaud motioned to accept the MFTAC report. All approved; no abstentions.

Committee on Correspondence – A Williams, M Olsan

A Williams presented a request that the Board consider listing interns by supervisor on the Board website. K Steele motioned to table this discussion. E Cowger seconded. All approved; no abstentions.

M Olsan presented a letter from the Tennessee Board of Examiners asking the Board to consider a reciprocity agreement if LA requirements substantially meet TN requirements.

M Olsan presented D Dowling’s resignation letter to the Board.

A Williams motioned to accept the Correspondence Committee report. All approved; no abstentions.

Public Comments

D Patterson reported that M Olsan was representing the Board well with her work on SB 86. He stated that SB 86 will be a good bill.

Committee on Personnel – G Perkins, D Dowling, M Olsan

M Olsan asked the Board to consider a change to the Board office hours. M Reynaud motioned to allow M Olsan to set new office hours as long as the Board office is open for at least eight hours a day. E Cowger seconded. All approved; no abstentions. G Perkins reported that she has asked M Olsan to conduct additional research regarding performance evaluations for unclassified employees.

Committee on Budgeting – D Dowling, E Cowger, M Olsan

M Olsan explained a problem with interest accrued on Board CDs because of a Whitney Bank error. M Olsan reported that she was working on resolving the issue with Whitney Bank.

Financial Report – M Olsan

M Olsan presented the March and April financial reports. P Millhollon motioned to approve the financial reports. K Steele seconded. All approved; no abstentions.

Executive Director Report – M Olsan

M Olsan presented the Executive Director report.

LAMFT Liaison Report – M Olsan

M Olsan presented the LAMFT Liaison report.

LCA Liaison Report – E Cowger

M Olsan presented the LCA Liaison report.

New Business – G Perkins, M Reynaud, M Olsan

M Reynaud asked the Board to consider changing the titles of registrants because of the difficulties interns face obtaining employment due to confusion over “student intern” versus “MFT Intern” or “Counselor Intern”. G Perkins recommended the Board begin discussion about this issue with LCA and LAMFT as a title change would require a law change. L Choate offered to conduct research about how other states refer to registrants. P Millhollon volunteered to

research the issue as related to MFT Interns. L Choate recommended the Board discuss the creation of an Ad Hoc Committee on this topic at the July meeting.

M Olsan announced the nominations for Board Chair, Board Vice-Chair, and Secretary. Gerra Perkins, Laura Choate, and Penny Millhollon were all re-nominated for their current positions. No competing nominations were received. E Cowger motioned to accept the nominations and subsequent approval of Gerra Perkins to remain as Board Chair, Laura Choate to remain as Vice Chair, and Penny Millhollon to remain as Secretary. A Williams seconded. All approved; no abstentions.

G Perkins discussed current committee structures and announced an opening on Personnel and Budget Committees due to D Dowling's resignation. M Olsan presented an outline of Board committees and members. G Perkins recommended everyone review the documentation M Olsan provided for the July Board meeting at which time all committees, committee chairs, and committee members will be reevaluated.

M Reynaud asked the Board to consider adopting a formal policy regarding Board generated CEHs. E Cowger and L Choate recommended the issue be reviewed at the September Board meeting. K Lammert motioned the Board consider a policy regarding Board generated CEHs at the September Board meeting. E Cowger seconded. All approved; no abstentions.

G Perkins reminded the Board of the next Board meeting on July 19th, 2013.

Closing

M Reynaud motioned to adjourn the meeting at 3:40 PM. P Millhollon seconded. All approved; no abstentions.

Respectfully Submitted by,

Mary Alice Olsan
Executive Director